



The City of Morgantown

389 SPRUCE STREET
MORGANTOWN, WEST VIRGINIA 26505
(304) 284-7431 TDD (304) 284-7512
www.morgantownwv.gov

August 28, 2015

**RE: CU15-10 and V15-53, V15-57-60 / M & J Property Holdings, LLC / Oakland Street
Tax Map 11, Parcel 83**

Dear Property Owner:

The City's Planning and Zoning Code requires notification of property owners within two-hundred (200) feet of a site where certain land development and/or land use decisions are required by the Planning Commission or Board of Zoning Appeals.

Mark J. Nesselroad, on behalf of M & J Property Holdings, LLC, has submitted one (1) conditional use petition and five (5) variance petitions for property located on Oakland Street. A map is enclosed with this letter illustrating the location of the subject site.

The **Board of Zoning Appeals** will consider this request at a public hearing on:

Wednesday, September 16, 2015 at 6:30 PM
City Council Chambers, City Hall, 389 Spruce Street

Project Description:

The petitioner seeks to develop a two-story commercial building less than 10,000 square feet that requires conditional use approval for "Off-site Parking Facilities" and variance relief for proposed setback encroachments; location of parking; cladding and window materials and fenestration ratio; location of dumpster enclosure; and, landscape buffer standards. Conditional Use and Variance approvals must be considered and granted by the Board of Zoning Appeals.

Should you have any questions concerning this petition or require special accommodations to attend the hearing noted above, please call the Planning Division at 304-284-7431 or email to shollar@morgantownwv.gov. Written comments may be submitted to this email address or by mail to the Planning Division address noted above.

The agenda for this hearing and related staff reports will be posted on the City's website, www.morgantownwv.gov, approximately one week before the hearing.

Respectfully,

Stacy Hollar
Executive Secretary

Enclosure: Site map

